



Village of Walton Hills

Building Department

Kevin Hurst – Mayor / Safety Director

Bob Apanasewicz
Chief Building Official

HVAC PERMIT APPLICATION

Permit # _____ Fee: _____ Estimated cost: _____ Date: _____

Address of Installation: _____

Property Owner Name: _____

Property Owner Address (if different): _____ Phone No: _____

City: _____ State: _____ Zip: _____

Equipment Information: Residential _____ Commercial _____ New Construction _____ Remodel _____

Type of Appliance: _____

Make and Model: _____

BTU-Output: _____ Duct Work Only: _____

Contractor Information:

Contractor Name: _____

Address: _____ Phone No: _____

City: _____ Zip: _____ Fax No: _____

AUTHORIZATION:

The undersigned states that he/she is the owner of the property or authorized agent for the owner of the project address.

1. This permit is granted on condition that all work is done according to the ordinances of the Village of Walton Hills, and all Building Code Laws of the State of Ohio and/or of the Village of Walton Hills and any restrictions. On failure to do so, this permit may be revoked and/or fines and penalties may be imposed.
2. This permit holder or his agent shall notify the Building Division 24 hours in advance for inspection, please call 440-399-0850 to schedule your inspection.

Applicant Signature: _____ **Date:** _____

NOTE: All permits are required to be inspected. It is the responsibility of the contractor or applicant to arrange and schedule all inspections with the property owner and the Building Department. Failure to do so is in violation of Village Ordinance.

Commercial HVAC Permit. The minimum permit fee shall be one hundred and fifty dollars (\$150.00) for a permit to install new HVAC equipment in a new building or addition to a building or structure, to which shall be added four dollars (\$ 4.00) for each 100 square feet or fraction thereof of floor area. For buildings of more than one story, the floor area of each story shall be included in the calculation of the total. Breezeways, porches, garages and carports shall also be included. Unfinished basement areas shall not be included.

Administrative fee	\$10.00
Base fee	150.00
Shell construction only; per 100 square feet of floor area	2.00
Each tenant space; per 100 square feet of floor area	2.00
plus 3% for state fee	

Alterations, replacements or addition to existing HVAC system

Administrative fee	\$10.00
Base fee	150.00
Interior alteration per 100 square feet	4.00
Each furnace or each air-conditioner	10.00
Combined furnace and air-conditioner	15.00
Each rooftop unit	20.00
Air duct, per 100 lineal feet	5.00
Base board heater, per 100 lineal feet	5.00
Each kitchen hood	1.00
Each exhaust fan	5.00
Each gas space heaters	5.00
Each gas fireplace	15.00
Each gas boiler	15.00
Gas piping, per 100 lineal feet	2.00
Each oil burned equipment	15.00
Each main gas meter	15.00
plus 3% for state fee	

Miscellaneous item(s) at the discretion of the Building Inspector, fee not to exceed \$ 250.00